

Director's Meeting Agenda

State Human Resources

Office of Financial Management

- Meeting Date: Thursday, February 9, 2023
- Meeting Time: 8:30 a.m.
- Hosted By: State Human Resources
Office of Financial Management
- Special Notice: This meeting is available via ZOOM (web) with a call-in option. This event is open to the public and may be photographed, videotaped, webcasted, or otherwise recorded. By participating in this event, you are agreeing your image--and anything you say or submit--may be posted indefinitely on one of OFM's publicly available sites.
- Audio Conferencing Only: To join this public meeting, please click on the following link or use the call-in option below. We will have closed captioning available.
- Zoom [Meeting Launch](#) link.
 - Meeting ID: 881 7165 8224
 - Passcode: 850872
- Call-In Option: Call-in option:
+1-253-215-8782 88171658224# *850872# US (Tacoma)
+1-346-248-7799 88171658224# *850872# US (Houston)
- Dial by your location
+1-253-215-8782 US (Tacoma)
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+1-646-558-8656 US (New York)
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+1-301-715-8592 US (Washington DC)
- Find your local number: <https://ofm-wa-gov.zoom.us/j/kdgH140odu>
- Exhibits: The Exempt, Classification, Compensation and Rules items on the following pages have been submitted to staff for study and presentation to the State Human Resources Director at a quarterly scheduled public meeting.

Section A: Previous Minutes Approval

Meeting Minutes for

- November 10, 2022
- September 27, 2022

Section B: Exempt Compensation

Item 1	B1589 Director, WA Cares Fund/AL TSA – DSHS	B1-B2
Item 2	B2100 Assistant Secretary, Behavioral Health Administration – DSHS.....	B3-B4
Item 3	B2213 Deputy Assist. Sec., Aging & Long-Term Support Admin – DSHS.....	B5-B6
Item 4	B2562 Deputy Director of Divisions and Program Alignment – COM	B7-B8
Item 5	B2660 Assistant Director, Community Services and Housing Division – COM ..	B9-B10
Item 6	B3121 Assistant Director, Administrative Law – UTC.....	B11-B12
Item 7	B3520 Deputy Director – PARKS	B13-B14
Item 8	B3522 Stewardship Director, Stewardship Division – PARKS.....	B15-B16
Item 9	B4469 Director of Equity, Diversity and Inclusion – ESD.....	B17-B18
Item 10	B5230 Assistant Director, Taxpayer Account Administration.....	B19-B20
Item 11	B5720, Deputy Director, Commerce	B21-B22
Item 12	B5949 Strategic Funding Manager – PSP	B23-B24
Item 13	B5950 Puget Sound Acquisition and Restoration Program Manager – PSP ...	B25-B26
Item 14	B6309 Deputy Director, Human Resources – DOC.....	B27-B28
Item 15	B7026 Assistant Secretary of Transformation – DCYF.....	B29-B30
Item 16	B7523 Chief of Staff – CTS	B31-B32
Item 17	B7524 State Chief Technology Officer – CTS	B33-B34
Item 18	B8241 Deputy Secretary, Office of Policy, Planning and Evaluation – DOH	B35-B36
Item 19	B8243 Deputy Secretary, Office of Prevention, Safety and Health – DOH.....	B37-B38
Item 20	B8244 Deputy Secretary, Office of Resiliency and Health Security – DOH.....	B39-B40
Item 21	B8333 Chief, Center for Facilities, Risk and Adjudication – DOH.....	B41-B42
Item 22	B9537 Enterprise Application Development Expert – CTS.....	B43-B44

Section C: Classification

Item 23	390F LCB Enforcement Officer 1.....	C1
Item 24	390G LCB Enforcement Officer 2.....	C2
Item 25	390H LCB Enforcement Officer 3	C3
Item 26	390I LCB Enforcement Officer 4.....	C4
Item 27	458M Licensing Specialist	C5
Item 28	458O Licensing Specialist Supervisor	C6

Section D: Compensation - None

Section E: Rule Amendments - None

Website Information

This publication and other State Human Resources Director's meeting related information is available at <https://ofm.wa.gov/state-human-resources/hr-meetings/directors-meetings>.

Proposal Package Submittals

All proposal packages should be routed to your assigned classification analyst. Classification and compensation email address classandcomp@ofm.wa.gov.

Meeting Coordinator

For question and concerns, contact the Meeting Coordinator at <mailto:classandcomp@ofm.wa.gov>.

Individuals with Disabilities

If you are a person with a disability and require accommodation for attendance, contact the Meeting Coordinator no later than the first Thursday of the month.

Alternate Publication Formats

This publication will be made available in alternate formats upon request.

What is a Revision

When changes occur to an exhibit after the original Director's meeting agenda has been posted to the State HR website, a *revised exhibit* is created which reflects the most up-to-date information proposed for adoption. The revised exhibit appears in a separate Revised Agenda that will be available on the day of the meeting.

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Item 1	
Requester (Agency/HE Institution) Department of Social & Health Services	Analyst Angie Strozyk
Primary Action (check all that apply) <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
Secondary Action - As a result of Primary Action (check all that apply) <input type="checkbox"/> Add Position <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Pay Outside Band <input type="checkbox"/> Title Change <input type="checkbox"/> Remove Position	
Current Code/Title N/A	Current EMS Band/Rate N/A
Proposed Code/Title B1589 Director, WA Cares Fund/ALTSA - DSHS	Proposed EMS Band/Rate EMS Band IV (\$89,460-154,140)
Current RCW Exemption (indicate number and description) N/A	Proposed RCW Exemption (indicate number and description) RCW 41.06.070(3) Governor's Pool "...substantial responsibility for the formulation of basic agency or executive policy..."
Effective Date 2/10/2023	

Scope

Reporting to the Assistant Secretary of the Aging and Long-Term Care Administration, the Director of the WA Cares Fund provides leadership for the first-in-the-nation and affordable long-term care insurance program. This exempt class is responsible for the development and implementation of policy and administrative structure and provides operational leadership for the program, which will impact millions of public and private workers and businesses in the state. Creates, develops, and administers the policy, procedures, system changes, resources, and reports. Assesses and addresses risks to WA Cares Fund solvency, implementation timelines, and the establishment and ongoing operations of cross-agency processes that support the administrative functions of the program.

Section B: Exempt Compensation

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Explanation

The Department of Social and Health Services is requesting the establishment of an exempt class, Director, WA Cares Fund/ALTSA – DSHS. This request is in response to the implementation of the WA Cares Fund, the first in the nation earned-benefit program to ensure working Washingtonians (public, private, and tribal) can access long-term care. This exempt class is the only designated Department of Social and Health Services representative and ensures all the activities, including beneficiary eligibility, eligibility payments, provider qualifications, policy development, administrative and operational support, planning, customer communication, and data tracking are accomplished. This exempt class has "...substantial responsibility for the formulation of basic agency or executive policy..." in accordance with RCW 41.06.070(3).

State HR staff has reviewed the position description and evaluated the work with a JVAC score of D4Y-1012, which meets EMS Band IV level.

A Fiscal Impact Statement was submitted and approved by OFM Budget, confirming the agency can absorb the costs associated with this request.

This information is entered into the Human Resources Management System (HRMS) and CC Jobs.	
Director's Meeting Date 2/9/2023	
Management Type Management	Date of Exempt Position Description on File 10/10/2022
EEOC Code 41 Officials & Administrators	Current Number of Approved Position(s) N/A
Workforce Indicator 80148587 At-Will Governor's Pool	Total Number of Approved Position(s) 1

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Item 2	
Agency Department of Social and Health Services	Analyst Chelsea Lee
Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Abolishment <input type="checkbox"/> Establishment <input checked="" type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
Administrative Action(s) resulting from Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Adding Position(s) <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Remove Position(s) <input type="checkbox"/> Salary Exception <input type="checkbox"/> Title Change	
Current Code/Title B2100 Assistant Secretary, Behavioral Health Administration – DSHS	Current EMS Band/Rate EMS Band V (\$108,636 - \$176,532)
Proposed Code/Title N/A	Proposed EMS Band/Rate N/A
Current RCW Exemption number and description RCW 41.06.070(1)(v): "In each agency with fifty or more employees:...assistant directors..."	Proposed RCW Exemption number and description DSHS' enabling statute RCW 41.06.076: "...six assistant secretaries..."

Scope

Responsible for providing strategic and administrative leadership for the Behavioral Health Administration, comprised of nearly 5,000 employees.

- 1) Directs the responsibilities and operation of:
 - a. The state's two adult psychiatric hospitals - Eastern State Hospital and Western State Hospital;
 - b. The Child Study and Treatment Center as the only state-funded/operated psychiatric hospital for youth ages 5-17;
 - c. The Special Commitment Center and related community transition programs which provide specialized mental health treatment for civilly committed sex offenders who have completed their prison sentences;
 - d. The Office of Forensic Mental Health Services programs and residential treatment facilities which include competency evaluation, treatment and restoration; criminal justice diversion; forensic navigator guidance and advocacy; and jail technical assistance;
 - e. Community-based facilities that provide civilly committed individuals with inpatient mental health treatment
- 2) Administers Washington State's system for publicly funded mental health services, including institutional care provided at Western State Hospital, Eastern State Hospital and Child Study and Treatment Center.

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

- 3) Responsible for complaint investigation, and quality assurance related to facilities and programs providing services to individuals with behavioral health needs to ensure ongoing accreditation and related federal funding.

Manages Headquarters-based administrative services, which includes the Office of Budget and Finance, Patient Ombuds, Risk Management, Tribal Affairs, Legislative Relations, as well as other centralized functions in support of DSHS' mission.

Explanation

This request from the Department of Social and Health Services is for an exemption change. This exempt class was established and exempted under RCW 41.06.070(1)(v): "In each agency with fifty or more employees:...assistant directors...".

State HR staff reviewed the exemption and believes this exempt class meets DSHS' enabling statute RCW 41.06.076: "...six assistant secretaries...". This exemption change is more appropriate for this exempt class as it is the Assistant Secretary for the Behavioral Health Administration and reports directly to the DSHS Secretary.

This exempt class was evaluated with a JVAC score of E5Z – 1536 in 2013, and is currently EMS Band V. State HR staff reviewed the updated position description and the scope and responsibilities for this exempt class did not change significantly. State HR agrees this JVAC score and banding is still appropriate for this exempt class.

A fiscal impact statement was submitted and approved by OFM Budget, but there is no cost associated with this request.

This information is entered into Human Resources Management System and CC Jobs.	
Director's Meeting Date 2/9/2023	Effective Date 2/10/2023
Management Type Management	Date of Exempt Position Description on File 9/15/2022
EEOC Code 41 Officials & Administrators	Current Number of Approved Position(s) 1
Workforce Indicator 80148586 At-Will	Total Number of Approved Position(s) 1

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Item 3	
Agency Department of Social and Health Services	Analyst Chelsea Lee
Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
Administrative Action(s) resulting from Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Adding Position(s) <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Remove Position(s) <input type="checkbox"/> Salary Exception <input type="checkbox"/> Title Change	
Current Code/Title N/A	Current EMS Band/Rate N/A
Proposed Code/Title B2213 Deputy Assistant Secretary, Aging and Long-Term Support Administration – DSHS	Proposed EMS Band/Rate EMS Band IV (\$89,460 - \$154,140)
Current RCW Exemption number and description N/A	Proposed RCW Exemption number and description RCW 41.06.070(1)(v) "In each agency with fifty or more employees: ...assistant directors..."

Scope

The Deputy Assistant Secretary for the Aging and Long-Term Support Administration reports to the ALTSA Assistant Secretary and is a member of the administration's executive leadership team. This exempt class has full delegated authority to act on behalf of the Assistant Secretary and to make decisions for all aspects of the administration, including representing the administration in a variety of venues, from the Governor's Office, internal DSHS workgroups, other state agencies, media, and external partners. Partners with sovereign Tribal governments, local government entities, state agencies, advocacy groups, and providers who either administer or provide direct services to people with functional disabilities or whose health status results in a need for long-term services and supports. This exempt class is responsible for daily operational management of the administration and provides innovation, direction, accountability and guidance around the state's aging and long-term services programs, regulatory and protection activities, and policy development.

Explanation

The Department of Social and Health Services is requesting to establish exempt class B2213 Deputy Assistant Secretary, Aging and Long-Term Support Administration – DSHS in response to ALTSA's changing business needs and change of leadership. ALTSA's new Assistant Secretary and the new DSHS Secretary have determined the administration would benefit from having a Deputy Assistant Secretary as ALTSA's area of responsibility is large, varied, and complex as it is an organization that has many lines of core business that are critical to the Washingtonians it serves.

Section B: Exempt Compensation

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This exempt class meets the criteria for exemption under RCW 41.06.070(1)(v) "In each agency with fifty or more employees: ...assistant directors...". This exempt class will be responsible for the daily operational management of the administration; will regularly represent ALTSA in a variety of venues; and will provide innovation, direction, accountability, and guidance around the state's aging and long-term services, programs, regulatory and protection activities, and policy development.

The agency and State Human Resources reviewed the position description for this exempt class and rated it with a JVAC score of D4Y – 1012, which meets the EMS Band IV level.

A Fiscal Impact Statement was submitted and approved by OFM Budget, confirming the agency can absorb all costs associated with this request.

This information is entered into Human Resources Management System and CC Jobs.	
Director's Meeting Date 2/9/2023	Effective Date 2/10/2023
Management Type Management	Date of Exempt Position Description on File 8/10/2022
EEOC Code 41 Officials & Administrators	Current Number of Approved Position(s) N/A
Workforce Indicator 80148586 At-Will	Total Number of Approved Position(s) 1

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Item 4	
Agency Department of Commerce	Analyst Julie Moultime
Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
Administrative Action(s) resulting from Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Adding Position(s) <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Remove Position(s) <input type="checkbox"/> Salary Exception <input type="checkbox"/> Title Change	
Current Code/Title N/A	Current EMS Band/Rate N/A
Proposed Code/Title B2562 Deputy Director of Divisions and Program Alignment - COM	Proposed EMS Band/Rate EMS Band V (\$108,636 - \$176,532)
Current RCW Exemption number and description N/A	Proposed RCW Exemption number and description 41.06.070(1)(v) "In each agency with fifty or more employees: Deputy agency heads, assistant director or division directors..."

Scope

Serving as the Deputy Director of the Divisions and Program Alignment Division, reporting to the Director, oversees all business supported by the Community Services, Housing, Energy, Local Government and Economic Development and Competitiveness divisions on behalf of the agency. This exempt class is responsible for developing and implementing agency programs, division operations, policies and processes and planning for accounting and budgeting activities. This exempt class supports and advises in the development and implementation of organizational strategic priorities, agency-wide initiatives and coordinating of standards and processes of program implementation across divisions and programs.

Explanation

The Department of Commerce is requesting to establish an exempt classification, Deputy Director of Divisions and Program Alignment. The agency states they received a historic level of new funding to address the community's needs and align service delivery, they are undergoing a large organizational change impacting multiple positions and the agency has doubled in size over the last few years. Due to the organizational change the Community Services and Housing Division will now become

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

separate divisions and will report to the Deputy Director of Divisions and Program Alignment. This exempt class serves as the Deputy Director reporting to the Director responsible for leading and coordinating the agency programs' design and implementation, internal operations, policies and processes, division operations and planning for accounting and budgeting activities. Coordinating the operations of the divisions and aligning processes of reporting and accountability. Based on the roles and responsibilities, this exempt class meets the criteria for RCW 41.06.070(1)(v) "in each agency with fifty or more employees: Deputy agency heads, assistant director or division directors..."

State Human Resources support the agency's request to establish an exempt class, Deputy Director of Divisions and Program Alignment – COM at the EMS Band V level. SHR staff reviewed the position description for the Deputy Director of Divisions and Program Alignment and rated it with a JVAC score of E5Y-1410, which meets the EMS Band V level.

A Fiscal Impact Statement was submitted and approved by OFM Budget, confirming the agency can absorb all costs associated with this request.

This information is entered into Human Resources Management System and CC Jobs.	
Director's Meeting Date 2/9/2023	Effective Date 2/10/2023
Management Type Management	Date of Exempt Position Description on File 10/24/2022
EEOC Code 41 Officials & Administrators	Current Number of Approved Position(s) N/A
Workforce Indicator 80148586 At-Will	Total Number of Approved Position(s) 1

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Item 5	
Requester (Agency/HE Institution) Department of Commerce	Analyst Julie Moultime
Primary Action (check all that apply) <input checked="" type="checkbox"/> Abolishment <input type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
Secondary Action - As a result of Primary Action (check all that apply) <input type="checkbox"/> Add Position <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Title Change <input type="checkbox"/> Remove Position	
Current Code/Title B2660 Assistant Director, Community Services and Housing Division - COM	Current EMS Band/Rate EMS Band IV (\$89,460 – \$154,140)
Proposed Code/Title N/A	Proposed EMS Band/Rate N/A
Current RCW Exemption (indicate number and description) RCW 41.06.070(1)(v) “in each agency with fifty or more employees: Deputy agency heads, assistant directors or division directors...”	Proposed RCW Exemption (indicate number and description) N/A
Effective Date 2/10/2023	

Explanation

The Department of Commerce is requesting abolishment of exempt class B2660 Assistant Director, Community Services and Housing Division. The agency states they received a historic level of new funding to address the community’s needs and align service delivery, they are undergoing a large organizational change impacting multiple positions and the agency has doubled in size over the last few years. Due to the organizational change the Community Services and Housing Division will now become separate divisions, Community Services Division and Housing Division and will report to exempt class B2562 Deputy Director of Divisions and Program Alignment. This exempt class is no longer needed and will be abolished due to establishment of exempt class Deputy Director of Divisions and Program Alignment effective February 10, 2023.

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

State Human Resources supports the agency's request to abolish this exempt class. There is no fiscal impact associated with this request.

This information is entered into the Human Resources Management System (HRMS) and CC Jobs.	
Director's Meeting Date 2/9/2023	
Management Type Management	Date of Exempt Position Description on File 5/17/2022
EEOC Code 41 Officials & Administrators	Current Number of Approved Position(s) 1
Workforce Indicator 80148586 At-Will	Total Number of Approved Position(s) N/A

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Item 6	
Agency Utilities and Transportation Commission	Analyst Tricia Mackin
Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
Administrative Action(s) resulting from Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Adding Position(s) <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Remove Position(s) <input type="checkbox"/> Salary Exception <input type="checkbox"/> Title Change	
Current Code/Title N/A	Current EMS Band/Rate N/A
Proposed Code/Title B3121 Assistant Director, Administrative Law – UTC	Proposed EMS Band/Rate EMS Band III (\$74,628 – \$133,044)
Current RCW Exemption number and description N/A	Proposed RCW Exemption number and description RCW 80.01.060(1) "Utilities and Transportation Commission Administrative Law Judges powers..."

Scope

Serving as the Assistant Director, Administrative Law, reporting to the Administrative Law Director, this exempt class manages the day-to-day operations of the Administrative Law Section and supervises Administrative Law Judges and legal support staff. This exempt class advises the Commissioners on procedural, legal and policy matters and coordinates with the Director to develop guidance and strategic plan for implementing key initiatives impacting the commission's regulatory authority and decision-making process. This exempt class provides direction and guidance on legal analysis and case management, reviews and approves orders, notices, compliance letters and prepares final orders.

Explanation

The Utilities and Transportation Commission is requesting the establishment of an exempt class, Assistant Director, Administrative Law, due to recent legislation and implementation of new laws, which increased the workload for the Administrative Law Section, making it necessary to establish an Assistant Director and redistribute some of the roles, responsibilities and leadership duties from the Administrative Law Director to this new position. This exempt class is responsible for providing guidance and making decisions that promote fair and equitable customer rates, availability of essential utility services and equitable access to services. Based on the roles and responsibilities, this exempt class meets the criteria for RCW 80.01.060(1) "Utilities and Transportation Commission Administrative Law Judges powers..."

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

This position is one of four approved positions for exempt class B3192 Administrative Law Judge – UTC at the EMS Band III level. Due to establishment of exempt class B3121 Assistant Director, Administrative Law the UTC is requesting to remove one position from exempt class B3192 Administrative Law Judge – UTC effective February 28, 2023.

State Human Resources supports the agency's request to establish an exempt class, Assistant Director, Administrative Law – UTC at the EMS Band III level. The agency and SHR staff reviewed the position description for Assistant Director, Administrative Law and rated it with a JVAC score of C4X-800, which meets the EMS Band III level.

There is no fiscal impact associated with this request.

This information is entered into Human Resources Management System and CC Jobs.	
Director's Meeting Date 2/9/2023	Effective Date 2/10/2023
Management Type Policy	Date of Exempt Position Description on File 8/25/2022
EEOC Code 41 Officials & Administrators	Current Number of Approved Position(s) N/A
Workforce Indicator 80148586 At-Will	Total Number of Approved Position(s) 1

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Item 7	
Agency Washington State Parks and Recreation Commission	Analyst Tricia Mackin
Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Abolishment <input type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input checked="" type="checkbox"/> Substantial Scope Change	
Administrative Action(s) resulting from Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Adding Position(s) <input checked="" type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Remove Position(s) <input type="checkbox"/> Salary Exception <input type="checkbox"/> Title Change	
Current Code/Title B3520 Deputy Director – PARKS	Current EMS Band/Rate EMS Band IV (\$89,460 – \$154,140)
Proposed Code/Title N/A	Proposed EMS Band/Rate EMS Band V (\$108,636 – \$176,532)
Current RCW Exemption number and description RCW 41.06.070(1)(v) "in each agency with fifty or more employees: Deputy agency heads, assistant directors or division directors..."	Proposed RCW Exemption number and description N/A

Scope

Serving as the Deputy Director, reporting to the Director, this exempt class acts as an advisor on all department programs, processes and activities and has direct supervision over the core mission of the agency including the operations, parks development and stewardship divisions. This exempt class oversees the implementation of statewide planning, budgeting, major policy, operating initiatives and planning for management and development of new parks and facilities. This exempt class is responsible for leading division directors in the development of strategic plan, day-to-day core operations and providing leadership to management on critical agency functions.

Explanation

The Washington State Parks and Recreation commission is requesting a substantial scope change and band change to exempt class B3520 Deputy Director – PARKS.

The agency states the scope and impact of work for this exempt class has increased and the position has substantial authority and responsibility over management of the major divisions within the agency. They are responsible for implementation of statewide planning, budgeting, major policy, operating initiatives and planning for management and development of new parks and facilities. Position oversees the development and management of each division and sets the strategic direction to carry out the mission of the agency.

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

State Human Resources discovered there was not an official scope or JVAC evaluation on record for exempt class B3520 Deputy Director, other than broad banding approval in 2000 to the EMS Band IV level. This request serves to formally document an official scope and JVAC evaluation on record.

SHR supports the agency's request for substantial scope change and band change to exempt class, B3520 Deputy Director – PARKS from EMS Band IV level to EMS Band V level. The agency and SHR staff reviewed the position description for the Deputy Director and rated it with a JVAC score of E5Y-1410, which meets the EMS Band V level.

A Fiscal Impact Statement was submitted and approved by OFM Budget, confirming the agency can absorb all costs associated with this request.

This information is entered into Human Resources Management System and CC Jobs.	
Director's Meeting Date 2/9/2023	Effective Date 2/10/2023
Management Type Management	Date of Exempt Position Description on File 11/17/2022
EEOC Code 41 Officials & Administrators	Current Number of Approved Position(s) 1
Workforce Indicator 80148586 At-Will	Total Number of Approved Position(s) 1

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Item 8	
Agency Washington State Parks and Recreation Commission	Analyst Julie Moultime
Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
Administrative Action(s) resulting from Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Adding Position(s) <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Remove Position(s) <input type="checkbox"/> Salary Exception <input type="checkbox"/> Title Change	
Current Code/Title N/A	Current EMS Band/Rate N/A
Proposed Code/Title B3522 Stewardship Director, Stewardship Division - PARKS	Proposed EMS Band/Rate EMS Band IV (\$89,460 - \$154,140)
Current RCW Exemption number and description N/A	Proposed RCW Exemption number and description 41.06.070(1)(v) "In each agency with fifty or more employee: ...and not more than three principal policy assistants..."

Scope

Serving as the Stewardship Director, reporting to the Deputy Director, this exempt class is part of the Executive Leadership team and leads and oversees the Stewardship Division of the Washington State Parks & Recreation Commission. This exempt class is responsible for developing policy and administering technical and specialized programs related to natural resources, cultural resources, climate and sustainability, environmental compliance, and geographic information system (GIS). The position ensures compliance with federal and state regulations and provides strategic direction to ensure efficient and effective operations of stewardship programs and establishes the strategic direction for these programs in concert with the agency's mission.

Explanation

The Washington State Parks and Recreation Commission is requesting to establish an exempt classification, Stewardship Director, Stewardship Division – PARKS.

The agency stated in their request that the newly formed Stewardship Division was previously part of the Parks Development Division. In August 2022, a decision was made to reorganize the Parks Development Division and elevate the Stewardship function to a separate division.

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

The Stewardship Director is part of the agency's executive management team and will report to the Deputy Director. The Stewardship Director provides leadership, management and strategic direction to the Stewardship Division ensuring efficient and effective operations of natural and cultural resources. The Stewardship Director develops agency policy and administers technical and specialized programs to include archeology, cultural resources, environmental compliance, tree risk management, climate change adaptation and sustainability and the agency's geographic information system.

Based on the position's role and responsibility, this exempt class meets the criteria for RCW 41.06.070(1)(v) "In each agency with fifty or more employee: ...and not more than three principal policy assistants..."

State Human Resources support the agency's request to establish an exempt class, Stewardship Director, Stewardship Division – PARKS at the EMS Band IV level. SHR staff reviewed the position description for the Stewardship Director, Stewardship Division and rated it with a JVAC score of D5X-1048, which meets the EMS Band IV level.

A Fiscal Impact Statement was submitted and reviewed by OFM Budget, confirming the agency can absorb all costs associated with this request.

This information is entered into Human Resources Management System and CC Jobs.	
Director's Meeting Date 2/9/2023	Effective Date 2/10/2023
Management Type Management	Date of Exempt Position Description on File 11/14/2022
EEOC Code 41 Officials & Administrators	Current Number of Approved Position(s) N/A
Workforce Indicator 80148586 At-Will	Total Number of Approved Position(s) 1

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Item 9	
Agency Employment Security Department	Analyst Tricia Mackin
Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
Administrative Action(s) resulting from Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Adding Position(s) <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Remove Position(s) <input type="checkbox"/> Salary Exception <input type="checkbox"/> Title Change	
Current Code/Title N/A	Current EMS Band/Rate N/A
Proposed Code/Title B4469 Director of Equity, Diversity and Inclusion – ESD	Proposed EMS Band/Rate EMS Band III (\$74,628 – \$133,044)
Current RCW Exemption number and description N/A	Proposed RCW Exemption number and description RCW 41.06.070(3) "Governor's pool involving directing and controlling program operations of an agency..."

Scope

Serving as the Director of Equity, Diversity and Inclusion, reporting to the Commissioner, this exempt class directs and oversees the development and implementation of statewide strategies and policies that promote equity, diversity and inclusion as foundational principles for the agency. This exempt class is responsible for collaborating with stakeholders, external partners, community leaders and the State Office of Equity on key EDI initiatives and promoting a culture of inclusivity through collaboration with EDI workgroups within the enterprise and the agency.

Explanation

The Employment Security Department is requesting the establishment of an exempt class, Director of Equity, Diversity and Inclusion. The agency currently has a Washington Management Services position at the Band III level performing this work and has determined the position is more appropriate in the Exempt Management Services. They are responsible for implementing statewide equity strategies and acts as the liaison to the State Office of Equity to identify, increase awareness and build capacity to move and eliminate structural and systemic barriers. This exempt class oversees, develops and implements pro-equity anti-racism based policies, policy changes, training, creation and administration of EDI champions across the state, and ongoing assessment and implementation of related projects. Based on the roles and responsibilities, this exempt class meets the criteria for RCW 41.06.070(3) "Governor's pool involving directing and controlling program operations of an agency..."

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

The agency indicates they plan to abolish the existing WMS position upon approval for the establishment of the Director of Equity, Diversity and Inclusion – ESD.

State Human Resources supports the agency's request to establish an exempt class, Director of Equity, Diversity and Inclusion – ESD at the EMS Band III level. The agency and SHR staff reviewed the position description for Director of Equity, Diversity and Inclusion and rated it with a JVAC score of C3X-768, which meets the EMS Band III level.

There is no fiscal impact associated with this request.

This information is entered into Human Resources Management System and CC Jobs.	
Director's Meeting Date 2/9/2023	Effective Date 2/10/2023
Management Type Policy	Date of Exempt Position Description on File 10/20/2022
EEOC Code 41 Officials & Administrators	Current Number of Approved Position(s) N/A
Workforce Indicator 80148587 At-Will Governor's Pool	Total Number of Approved Position(s) 1

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Item 10	
Agency Department of Revenue	Analyst Melissa Bovenkamp
Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Abolishment <input type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input checked="" type="checkbox"/> Substantial Scope Change	
Administrative Action(s) resulting from Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Adding Position(s) <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Remove Position(s) <input type="checkbox"/> Salary Exception <input checked="" type="checkbox"/> Title Change	
Current Code/Title B5230 Assistant Director, Taxpayer Account Administration	Current EMS Band/Rate EMS Band IV (\$89,460 - \$154,140)
Proposed Code/Title B5230 Assistant Director, Taxpayer Account Administration-DOR	Proposed EMS Band/Rate N/A
Current RCW Exemption number and description RCW 41.060.070 (1)(v) – “In each agency with fifty or more employees: “...assistant directors...”	Proposed RCW Exemption number and description N/A

Scope

Reporting to the Senior Assistant Director - Operations, plans, leads and directs the statewide operations of the Taxpayer Account Administration Division which serves and educates taxpayers by efficiently and fairly collecting, accounting for, and distributing taxes and fees to support state and local governments. Responsible managing and directing the state's Unclaimed Property program, and multiple statewide tax and incentive programs to provide fair and uniform application of tax laws and optimal level of accurate tax reporting and payment.

Explanation

This request is housekeeping in nature and serves to formally document an official scope and JVAC evaluation on record, as well as a title change to add the agency acronym to the end title, for EMS B5230 Assistant Director, Taxpayer Account Administration - DOR. In the process of establishing a separate exempt class for the agency, it was discovered there was not an official scope or JVAC evaluation on record for exempt class B5230, other than broad banding approval in 2000 to EMS Band IV, with a JVAC score of D4Y-1012.

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

State HR reviewed an updated position description submitted by the Department of Revenue and found there were no significant changes to the purpose of the exempt class which provides direction to the Taxpayer Account Administration Division of the DOR. State HR conducted an EMS JVAC evaluation of the updated position description. The exempt class evaluated with a JVAC score of D4Y-1012, EMS Band IV. This exempt class continues to meet the RCW 41.060.070 (1)(v) – “In each agency with fifty or more employees: “...assistant directors...”. There is no fiscal impact related to this action.

This information is entered into Human Resources Management System and CC Jobs.	
Director’s Meeting Date 2/9/2023	Effective Date 2/10/2023
Management Type Management	Date of Exempt Position Description on File 3/31/2022
EEOC Code 41 Officials & Administrators	Current Number of Approved Position(s) 1
Workforce Indicator 80148586 At-Will	Total Number of Approved Position(s) 1

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Item 11	
Requester (Agency/HE Institution) Department of Commerce	Analyst Julie Moultime
Primary Action (check all that apply) <input checked="" type="checkbox"/> Abolishment <input type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
Secondary Action - As a result of Primary Action (check all that apply) <input type="checkbox"/> Add Position <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Pay Outside Band <input type="checkbox"/> Title Change <input type="checkbox"/> Remove Position	
Current Code/Title B5720 Deputy Director, Commerce	Current EMS Band/Rate EMS Band V (\$108,636 - \$176,532)
Proposed Code/Title N/A	Proposed EMS Band/Rate N/A
Current RCW Exemption (indicate number and description) RCW 41.06.070(1)(v) "in each agency with fifty or more employees: Deputy agency heads..."	Proposed RCW Exemption (indicate number and description) N/A
Effective Date 2/10/2023	

Explanation

The Department of Commerce is requesting abolishment of exempt class B5720, Deputy Director, Commerce due to reorganization. The restructuring eliminated the position being responsible for all business operation with the agency. All of the duties assigned to this exempt class have been dispersed to several different positions within the agency. This exempt class is no longer needed and will be abolished due to establishment of exempt class Deputy Director, Organizational Health, Equity and Performance effective February 10, 2023.

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

State Human Resources supports the agency's request to abolish this exempt class. There is no fiscal impact associated with this request.

This information is entered into the Human Resources Management System (HRMS) and CC Jobs.	
Director's Meeting Date 2/9/2023	
Management Type Management	Date of Exempt Position Description on File 6/16/2022
EEOC Code 41 Officials & Administrators	Current Number of Approved Position(s) 1
Workforce Indicator 80148586 At-Will	Total Number of Approved Position(s) N/A

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Item 12	
Agency Puget Sound Partnership	Analyst Tricia Mackin
Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
Administrative Action(s) resulting from Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Adding Position(s) <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Remove Position(s) <input type="checkbox"/> Salary Exception <input type="checkbox"/> Title Change	
Current Code/Title N/A	Current EMS Band/Rate N/A
Proposed Code/Title B5949 Strategic Funding Manager – PSP	Proposed EMS Band/Rate EMS Band II (\$64,356 – \$118,116)
Current RCW Exemption number and description N/A	Proposed RCW Exemption number and description RCW 41.06.098 "...this chapter shall not apply...to all professional staff."

Scope

Serving as the Strategic Funding Manager, reporting to the Deputy Director, this exempt class manages compliance with the administrative requirements of the strategic funding initiative and the agency's agreement with the Environmental Protection Agency under the Bipartisan Infrastructure Law. This exempt class leads the Strategic Funding Team and collaborates with executive leadership, local and tribal partners, state and federal funding programs, Environmental Protection Agency, internal and external stakeholders. This exempt class is responsible for creating capacity and resources for local and tribal partners to implement their Puget Sound and salmon recovery priorities by acquiring funding from substantial pools of funds that are available for ecosystem recovery.

Explanation

The Puget Sound Partnership is requesting the establishment of an exempt class, Strategic Funding Manager, due to implementation of the Bipartisan Infrastructure Law providing federal funding to support programs and projects for nature-based infrastructure, climate resilience, equity and environmental justice. Per the agency's agreement with the EPA under the BIL, they are receiving funding through the National Estuary Program authorized by the Clean Water Act and using the funding for a new Strategic Funding Team responsible for creating capacity and resources for local and tribal partners. This exempt class is responsible for leading local and tribal partners in removing barriers, leveraging opportunities and implementing solutions to project implementation, competing successfully for funds from sources including the BIL and Inflation Reduction Act, and increasing funding for local and regional recovery projects to implement Puget Sound ecosystem and salmon recovery plans. Based on the roles and responsibilities, this exempt class meets the criteria for RCW 41.06.098 "...this chapter shall not apply...to all professional staff."

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

State Human Resources supports the agency's request to establish an exempt class, Strategic Funding Manager – PSP at the EMS Band II level. The agency and SHR staff reviewed the position description for Strategic Funding Manager and rated it with a JVAC score of B2X-570, which meets the EMS Band II level.

A Fiscal Impact Statement was submitted and approved by OFM Budget, confirming the agency can absorb all costs associated with this request.

This information is entered into Human Resources Management System and CC Jobs.	
Director's Meeting Date 2/9/2023	Effective Date 2/10/2023
Management Type Management	Date of Exempt Position Description on File 10/5/2022
EEOC Code 41 Officials & Administrators	Current Number of Approved Position(s) N/A
Workforce Indicator 80148586 At-Will	Total Number of Approved Position(s) 1

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Item 13	
Agency/HE Institution Puget Sound Partnership	Analyst Lynley Coffman
Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
Administrative Action(s) resulting from Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Adding Position(s) <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Remove Position(s) <input type="checkbox"/> Salary Exception <input type="checkbox"/> Title Change	
Current Code/Title N/A	Current EMS Band/Rate N/A
Proposed Code/Title B5950 Puget Sound Acquisition and Restoration Program Manager - PSP	Proposed EMS Band/Rate EMS Band I (\$48,756 - \$99,456)
Current RCW Exemption number and description N/A	Proposed RCW Exemption number and description RCW 41.06.098 "...provisions of this chapter shall not apply in the Puget Sound partnership to...all professional staff."

Scope

Reporting to the Salmon Recovery Manager, the Puget Sound Acquisition and Restoration Program Manager will oversee the day-to-day management of the PSAR program. Working with key partners, internally and externally, this exempt class leads the development and implementation of long-term strategic plans for a sustainable program. This exempt class provides input to the overall direction of salmon recovery planning, including adaptive management of the regional recovery plan, integration of salmon recovery with Puget Sound ecosystem recovery, and coordination and engagement with advisory groups.

Explanation

The Puget Sound Partnership is requesting to establish a Puget Sound Acquisition and Restoration Program Manager at the EMS Band I level. This exempt class serves as the point person for the PSAR fund, which has received over \$245 million in allocation from the Washington State Legislature since 2007. This position requires close collaboration with programs in the agency and with local and regional partners to provide clear communication on the program's value and reporting on the effectiveness of the investments.

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Currently, this is one of the three approved positions for exempt class B5907 Policy Specialist – PSP at the EMS Band I level. The agency has determined the duties assigned to this position no longer meet the current scope of exempt class B5907 and upon the establishment of this new exempt class, the agency will remove one approved position from B5907 and transition the employee into the new exempt class.

State Human Resources staff evaluated this exempt class with a JVAC score of A2W-432, which meets the EMS Band I level.

There is no fiscal impact associated with this request.

This information is entered into Human Resources Management System and CC Jobs.	
Director's Meeting Date 2/9/2023	Effective Date 2/10/2023
Management Type Consultant	Date of Exempt Position Description on File 11/7/2022
EEOC Code 42 Professionals	Current Number of Approved Position(s) N/A
Workforce Indicator 80148586 At-Will	Total Number of Approved Position(s) 1

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Item 14	
Agency Department of Corrections	Analyst Tricia Mackin
Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
Administrative Action(s) resulting from Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Adding Position(s) <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Remove Position(s) <input type="checkbox"/> Salary Exception <input type="checkbox"/> Title Change	
Current Code/Title N/A	Current EMS Band/Rate N/A
Proposed Code/Title B6309 Deputy Director, Human Resources – DOC	Proposed EMS Band/Rate EMS Band III (\$74,628 – \$133,044)
Current RCW Exemption number and description N/A	Proposed RCW Exemption number and description RCW 41.06.070(3) "Governor's pool involving directing and controlling program operations of an agency..."

Scope

Serving as the Deputy Director, Human Resources, reporting to the Human Resources Director, this exempt class leads and directs human resources functions and initiatives including employment, compensation, labor relations, staff development, employee relations, anti-discrimination and sexual harassment programs. This exempt class is responsible to manage, develop and implement statewide HR operational policies and processes across field operations to ensure consistent methods and outcomes for strategic budgeting, funding and financial decisions.

Explanation

The Department of Corrections is requesting the establishment of an exempt class, Deputy Director, Human Resources, due to a reorganization. The agency states they restructured the HR, labor relations, workplace investigations, anti-discrimination and sexual harassment programs to have offices across the state report to the Deputy Director, HR. This exempt class serves as the Deputy Director, Human Resources, providing leadership and direction for HR functions, programs and initiatives and establishes accountabilities and expectations of professional staff. They are responsible for apprising the HR Director of legal risk issues, new initiative proposals and service gaps associated with assigned program areas and collaborates with executive leadership, legislators, Office of the Corrections Ombud's, Office of Equity and external groups to provide strategic development and statewide implementation of HR policy. Based on the roles and responsibilities, this exempt class meets the criteria for RCW 41.06.070(3) "Governor's pool involving directing and controlling program operations of an agency..."

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

In order to begin this work and meet organizational needs, State Human Resources temporarily approved adding a position, Deputy Director, HR – DOC, to exempt class, B6311 Human Resources Assistant Director – DOC effective August 1, 2022 through February 2023. The agency indicates they plan to remove the temporary EMS position upon approval for the establishment of the Deputy Director, HR – DOC.

SHR supports the agency's request to establish an exempt class, Deputy Director, HR – DOC at the EMS Band III level. SHR staff reviewed the position description for Deputy Director, HR and rated it with a JVAC score of C4X-800, which meets the EMS Band III level.

A Fiscal Impact Statement was submitted and approved by OFM Budget, confirming the agency can absorb all costs associated with this request.

This information is entered into Human Resources Management System and CC Jobs.	
Director's Meeting Date 2/9/2023	Effective Date 2/10/2023
Management Type Management	Date of Exempt Position Description on File 11/16/2022
EEOC Code 41 Officials & Administrators	Current Number of Approved Position(s) N/A
Workforce Indicator 80148587 At-Will Governor's Pool	Total Number of Approved Position(s) 1

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Item 15	
Agency Department of Children, Youth, and Families	Analyst Shelby Sheldon
Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
Administrative Action(s) resulting from Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Adding Position(s) <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Remove Position(s) <input type="checkbox"/> Salary Exception <input type="checkbox"/> Title Change	
Current Code/Title N/A	Current EMS Band/Rate N/A
Proposed Code/Title B7026 Assistant Secretary of Transformation - DCYF	Proposed EMS Band/Rate EMS Band IV (\$89,640 - \$154,140)
Current RCW Exemption number and description N/A	Proposed RCW Exemption number and description RCW 41.06.0971; Exempt from civil service in accordance with RCW 43.216.025 "The Secretary may employ staff members, who shall be exempt from chapter 41.06 RCW, and any additional staff members as are necessary to administer this chapter."

Scope

Reporting to the Secretary of the Department of Children, Youth, and Families, the Assistant Secretary of Transformation is responsible for providing leadership, strategic oversight, and project management and coordination across all divisions in the agency. This exempt class is responsible for contributing to the design of and driving and coordinating implementation of the agency strategy across all client-facing divisions of the agency. This exempt class develops and deploys the agency accountability structure ensuring that they collectively deliver on their strategic and tactical goals. This exempt class will help set the agency's long-term direction and will have considerable influence in developing, applying, determining, and ensuring compliance with DCYF's agency policies.

Explanation

The Department of Children, Youth and Families is requesting to establish an Assistant Secretary of Transformation. This request is in response to changing business needs within DCYF and the need for this new position to provide leadership, strategic oversight, and project management and coordination across all divisions in the agency for DCYF programs that provide services to children, youth and families throughout the state.

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

State HR and the agency evaluated this exempt class at D4X- 976, which meets the EMS Band IV level. Based on the roles and responsibilities, this exempt class meets the criteria for RCW 41.06.0971; Exempt from civil service in accordance with RCW 43.216.025 "The Secretary may employ staff members, who shall be exempt from chapter 41.06 RCW, and any additional staff members as are necessary to administer this chapter."

OFM Budget has reviewed their fiscal impact statement and verified the agency can absorb all costs associated with this request.

This information is entered into Human Resources Management System and CC Jobs.	
Director's Meeting Date 2/9/2023	Effective Date 2/10/2023
Management Type Management	Date of Exempt Position Description on File 10/25/2022
EEOC Code 41 Officials & Administrators	Current Number of Approved Position(s) N/A
Workforce Indicator 80148586 At-Will	Total Number of Approved Position(s) 1

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Item 16	
Requester (Agency/HE Institution) Consolidated Technology Services	Analyst Angie Strozyk
Primary Action (check all that apply) <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
Secondary Action - As a result of Primary Action (check all that apply) <input type="checkbox"/> Add Position <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Pay Outside Band <input type="checkbox"/> Title Change <input type="checkbox"/> Remove Position	
Current Code/Title N/A	Current EMS Band/Rate N/A
Proposed Code/Title B7523 Chief of Staff - CTS	Proposed EMS Band/Rate EMS Band IV (\$89,640 - \$154,140)
Current RCW Exemption (indicate number and description) N/A	Proposed RCW Exemption (indicate number and description) RCW 41.06.070(v) " In each agency with fifty or more employees: Deputy agency heads...who report directly to the agency head..."
Effective Date 2/10/2023	

Scope

As a direct report to the WaTech Director and State Chief Information Officer (CIO), the Chief of Staff serves on the WaTech executive team and is responsible for influencing policy, strategic goals, legislation, and leading strategic initiatives on behalf of the CIO. Serves as a strategic advisor to the CIO and agency leadership on large enterprise projects for the CIO and has the authority to deploy WaTech staff at all levels to assist projects to successful outcomes. The Chief of Staff is responsible to work with the WaTech executive team and agency business and technology leadership to execute the statewide enterprise vision and direction provided by the CIO.

Explanation

Consolidated Technology Services is requesting the establishment of an exempt class, Chief of Staff - CTS, in response to the increasing business needs of the agency.

This exempt class meets the RCW 41.06.070(v) " In each agency with fifty or more employees: Deputy agency heads...who report directly to the agency head...", as it is an executive level position that assists the Director in performing operations to meet organizational objectives.

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

State HR staff has reviewed the position description and evaluated the work with a JVAC score of D5Y-1136, which meets EMS Band IV level.

A Fiscal Impact Statement was submitted and approved by OFM Budget, confirming the agency can absorb the costs associated with this request.

This information is entered into the Human Resources Management System (HRMS) and CC Jobs.	
Director's Meeting Date 2/9/2023	
Management Type Policy	Date of Exempt Position Description on File 11/11/2022
EEOC Code 41 Officials & Administrators	Current Number of Approved Position(s) N/A
Workforce Indicator 80148586 At-Will	Total Number of Approved Position(s) 1

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Item 17	
Agency Consolidated Technology Services	Analyst Mindy Portschy
Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
Administrative Action(s) resulting from Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Adding Position(s) <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Remove Position(s) <input type="checkbox"/> Salary Exception <input type="checkbox"/> Title Change	
Current Code/Title N/A	Current EMS Band/Rate N/A
Proposed Code/Title B7524 State Chief Technology Officer - CTS	Proposed EMS Band/Rate EMS Band V (\$108,636 - \$176,532)
Current RCW Exemption number and description N/A	Proposed RCW Exemption number and description RCW 41.06.070(1)(v): "In each agency with fifty or more employees: ...division directors..."

Scope

Reporting directly to the Director of Consolidated Technology Services, the State Chief Technology Officer oversees and leads the Architecture and Innovation Division, which is comprised of Enterprise Architecture, Enterprise Cloud Computing, Geospatial Information Systems, and Data Management programs. The State CTO is a member of the CTS executive management team and provides the vision and leadership for statewide architecture and defining the future state technology landscape and strategy for the State of Washington. The position in this exempt class is responsible for establishing statewide strategy, policies, and standards for architecture, technology innovation and modernization, data, cloud computing and enterprise technology services.

The State CTO leads the architecture and investment management components of the Statewide IT Governance framework. In addition, provides direct guidance to State agencies to assist in the alignment of their strategies, programs, projects, and investments with the technical direction of the State.

Explanation

Consolidated Technology Services is requesting the establishment of an exempt class, State Chief Technology Officer - CTS, in response to the changing business needs of the agency.

The State CTO is responsible for the success of the State's IT Strategic Plan. The CTO is responsible for several goals, objectives, and initiatives in the State's IT Strategic Plan resulting in an efficient, modern, integrated state IT architecture that supports state agencies and Washington residents.

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

This exempt class meets RCW 41.06.070(1)(v) "In each agency with fifty or more employees: ...division directors...". This exempt class will oversee and lead the Architecture and Innovation Division. In addition, this exempt class is responsible for providing direct guidance to state agencies to assist in the alignment of their strategies, programs, projects, and investments with the technical direction of the State.

State HR staff has reviewed the position description along with supporting documents and evaluated this exempt class with a JVAC score of E5Y-1410, which meets EMS Band V level.

A Fiscal Impact Statement was submitted and approved by OFM Budget, confirming the agency can absorb the costs associated with this request.

This information is entered into Human Resources Management System and CC Jobs.	
Director's Meeting Date 2/9/2023	Effective Date 2/10/2023
Management Type Management	Date of Exempt Position Description on File 11/18/2022
EEOC Code 41 Officials & Administrators	Current Number of Approved Position(s) N/A
Workforce Indicator 80148586 At-Will	Total Number of Approved Position(s) 1

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Item 18	
Agency/HE Institution Department of Health	Analyst Julie Moultime
Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
Administrative Action(s) resulting from Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Adding Position(s) <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Remove Position(s) <input type="checkbox"/> Salary Exception <input type="checkbox"/> Title Change	
Current Code/Title N/A	Current EMS Band/Rate N/A
Proposed Code/Title B8241 Deputy Secretary, Office of Policy, Planning and Evaluation - DOH	Proposed EMS Band/Rate EMS Band IV (\$89,460 - \$154,140)
Current RCW Exemption number and description N/A	Proposed RCW Exemption number and description 41.06.074 "...the provisions of this chapter shall not apply in the department of health to any deputy secretary, assistant secretary..."

Scope

Reporting to the Secretary, the Deputy Secretary, Office of Policy, Planning and Evaluation, is responsible for agency level strategy across policy, planning and evaluation. They develop and implement the agency transformational strategic plan and lead key health policy priorities. They also oversee the agency's federal liaison activities and the foundational public health work. They have far-reaching responsibility for policy development and implementation across the agency and governmental public health systems. They speak on behalf of the Secretary and the agency on major policy issues and leads the agency's legislative programming including decision packages and policy development.

Explanation

The Department of Health is requesting the establishment of an exempt class, Deputy Secretary, Office of Policy, Planning and Evaluation. The agency states they have grown significantly since the pandemic and with that growth the work and business needs must be met. This exempt class will allow the business needs of the agency to be met in an effective manner.

This exempt class serves as the Deputy Secretary, Office of Policy, Planning and Evaluation and will report to the Secretary. The Deputy Secretary, Office of Policy, Planning and Evaluation serves as a trusted advisor to the Secretary providing guidance and decisions on high level public health policy direction and implementation. They are responsible for the agency's federal liaison work including close partnership with key policy makers and funders across the federal landscape. They help influence federal policy and programming in support of Washington State's needs.

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Based on the roles and responsibilities, this exempt class meets the criteria for RCW 41.06.074 "...the provisions of this chapter shall not apply in the department of health to any deputy secretary, assistant secretary..."

State Human Resources support the agency's request to establish an exempt class, Deputy Secretary, Office of Policy, Planning and Evaluation – DOH at the EMS Band IV level. SHR staff reviewed the position description for the Deputy Secretary, Office of Policy, Planning and Evaluation and rated it with a JVAC score of D4X-976, which meets the EMS Band IV level.

A Fiscal Impact Statement was submitted and reviewed by OFM Budget, confirming the agency can absorb all costs associated with this request.

This information is entered into Human Resources Management System and CC Jobs.	
Director's Meeting Date 2/9/2023	Effective Date 2/10/2023
Management Type Management	Date of Exempt Position Description on File 11/15/2022
EEOC Code 41 Officials & Administrators	Current Number of Approved Position(s) N/A
Workforce Indicator 80148586 At-Will	Total Number of Approved Position(s) 1

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Item 19	
Agency Department of Health	Analyst Julie Moultime
Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
Administrative Action(s) resulting from Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Adding Position(s) <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Remove Position(s) <input type="checkbox"/> Salary Exception <input type="checkbox"/> Title Change	
Current Code/Title N/A	Current EMS Band/Rate N/A
Proposed Code/Title B8243 Deputy Secretary, Office of Prevention, Safety and Health - DOH	Proposed EMS Band/Rate EMS Band IV (\$89,460 - \$154,140)
Current RCW Exemption number and description N/A	Proposed RCW Exemption number and description 41.06.074 "...the provisions of this chapter shall not apply in the department of health to any deputy secretary, assistant secretary..."

Scope

The Deputy Secretary, Office of Prevention, Safety and Health reports to the Secretary of the Department of Health and is a member of the agency's executive leadership team. This exempt class is responsible for the implementation and delivery of core public health services and activities across the State of Washington. They are also responsible for leading the development and implementation of public health policy for regulatory, environmental and prevention programs. They serve as an expert leader in public health programming and is responsible for developing cross agency initiatives and strategies to drive the system forward. They lead a diverse group of programming spanning regulations, service delivery and policy development. They use funding, policy development and equity principles to set strategic direction and lead the work.

Explanation

The Department of Health is requesting the establishment of an exempt class, Deputy Secretary, Office Prevention, Safety and Health. The agency states they have grown significantly since the pandemic and with that growth the work and business needs must be met. This exempt class will allow the business needs of the agency to be met in an effective manner.

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

This exempt class serves as the Deputy Secretary, Office of Prevention, Safety and Health and will report to the Secretary. The Deputy Secretary, Office of Prevention, Safety and Health leads three major divisions in the agency:

- Prevention and Community Health
- Health Systems Quality Assurance
- Environmental Public Health

The Deputy Secretary is responsible for the implementation and delivery of core public health services and activities across the State of Washington. They are responsible for direct service delivery of key public services such as Women, Infant and Children nutritional program, provider credentialing and safe drinking water. They serve as an expert leader in public health programming and is responsible for developing cross agency initiatives and strategies to drive the system forward.

They are also responsible for leading the development and implementation of public health policy for regulatory, environmental and prevention programs. The Deputy Secretary speaks on behalf of the Secretary and the agency on major policy issues and is the key leadership expert on prevention policy and programming. They serve as a key leader with stakeholders including the Governor's office, federal entities and community stakeholder engagement activities.

Based on the roles and responsibilities, this exempt class meets the criteria for RCW 41.06.074 "...the provisions of this chapter shall not apply in the department of health to any deputy secretary, assistant secretary..."

State Human Resources support the agency's request to establish an exempt class, Deputy Secretary, Office of Prevention, Safety and Health – DOH at the EMS Band IV level. SHR staff reviewed the position description for the Deputy Secretary, Office of Prevention, Safety and Health and rated it with a JVAC score of D4X-976, which meets the EMS Band IV level.

A Fiscal Impact Statement was submitted and reviewed by OFM Budget, confirming the agency can absorb all costs associated with this request.

This information is entered into Human Resources Management System and CC Jobs.	
Director's Meeting Date 2/9/2023	Effective Date 2/10/2023
Management Type Management	Date of Exempt Position Description on File 11/15/2022
EEOC Code 41 Officials & Administrators	Current Number of Approved Position(s) N/A
Workforce Indicator 80148586 At-Will	Total Number of Approved Position(s) 1

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Item 20	
Agency Department of Health	Analyst Julie Moultime
Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
Administrative Action(s) resulting from Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Adding Position(s) <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Remove Position(s) <input type="checkbox"/> Salary Exception <input type="checkbox"/> Title Change	
Current Code/Title N/A	Current EMS Band/Rate N/A
Proposed Code/Title B8244 Deputy Secretary, Office of Resiliency and Health Security - DOH	Proposed EMS Band/Rate EMS Band IV (\$89,460 - \$154,140)
Current RCW Exemption number and description N/A	Proposed RCW Exemption number and description 41.06.074 "...the provisions of this chapter shall not apply in the department of health to any deputy secretary, assistant secretary..."

Scope

The Deputy Secretary, Office of Resiliency and Health Security reports to the Secretary of the Department of Health and is a member of the agency's executive leadership team. This exempt class is responsible for responding to health public and all hazards' threats and to strengthen preparedness capabilities while building strategic partnerships to minimize the health impacts people in Washington State experience during emergencies and disasters. They are also responsible for leading the state's response activities to health emergencies such as pandemics and supporting health impacts in other kinds of emergencies such as evacuations and medical shelters during flooding or fires. They partner closely with federal, state and local leaders to ensure collaborative response activities.

Explanation

The Department of Health is requesting the establishment of an exempt class, Deputy Secretary, Office of Resiliency and Health Security. The agency states they have grown significantly since the pandemic and with that growth the work and business needs must be met. This exempt class will allow the business needs of the agency to be met in an effective manner.

This exempt class serves as the Deputy Secretary, Office of Resiliency and Health Security and will report to the Secretary. The Deputy Secretary, Office of Resiliency and Health Security is responsible for setting strategic direction, policy development and emergency response in support of the mission of the agency. The Assistant Secretary also serves as the agency administrator and incident commander in agency responses and state agency unified command activities. This includes making emergent policy direction, resource deployment and loss of life impact decisions. The Deputy Secretary speaks

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

on behalf of the Secretary and the agency on major policy issues. The Deputy Secretary serves as a key expert on health emergency response and policy with the legislature and the governor's office.

Based on the roles and responsibilities, this exempt class meets the criteria for RCW 41.06.074 "...the provisions of this chapter shall not apply in the department of health to any deputy secretary, assistant secretary..."

State Human Resources support the agency's request to establish an exempt class, Deputy Secretary, Office of Resiliency and Health Security – DOH at the EMS Band IV level. SHR staff reviewed the position description for the Deputy Secretary, Office of Resiliency and Health Security and rated it with a JVAC score of D4Y-1012, which meets the EMS Band IV level.

A Fiscal Impact Statement was submitted and reviewed by OFM Budget, confirming the agency can absorb all costs associated with this request.

This information is entered into Human Resources Management System and CC Jobs.	
Director's Meeting Date 2/9/2023	Effective Date 2/10/2023
Management Type Management	Date of Exempt Position Description on File 12/19/2022
EEOC Code 41 Officials & Administrators	Current Number of Approved Position(s) N/A
Workforce Indicator 80148586 At-Will	Total Number of Approved Position(s) 1

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Item 21	
Agency/HE Institution Department of Health	Analyst Julie Moultime
Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Abolishment <input type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input checked="" type="checkbox"/> Substantial Scope Change	
Administrative Action(s) resulting from Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Adding Position(s) <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Remove Position(s) <input type="checkbox"/> Salary Exception <input type="checkbox"/> Title Change	
Current Code/Title B8333 Chief, Center for Facilities, Risk and Adjudication - DOH	Current EMS Band/Rate EMS Band IV (\$89,460 - \$154,140)
Proposed Code/Title N/A	Proposed EMS Band/Rate N/A
Current RCW Exemption number and description 41.06.074 "the provisions of this chapter shall not apply in the department of health to any deputy secretary, assistant secretary, or person who administers the necessary divisions, offices, bureaus, and programs..."	Proposed RCW Exemption number and description N/A

Scope

~~Manages relations between the Department of Health and 34 local health jurisdictions throughout the state. Serves as official liaison to local government elected officials, Boards of Health and agency administrators and directs the work of employees responsible for providing technical assistance to local health departments. Responsible for public health systems planning and development across all spectrums of Washington's health care system, including development of the Public Health Improvement Plan.~~

Reporting to the Chief of Staff, the Chief, Center for Facilities, Risk and Adjudication exempt class serves as an appointing authority for the agency's enterprise risk management office to include tort claim management, public records and privacy and provides expert advice on legal and risk mitigation for the agency. This exempt class directs, manages and oversees the development, implementation and approval of all required state and federal civil rights program policies, initiatives, plans and procedures for risk management, HIPAA privacy, public records disclosure, records management, litigation discovery, information governance and information security.

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Explanation

The Department of is requesting a substantial scope change, for B8333, Chief, Center for Facilities, Risk and Adjudication. The agency states they have experienced a significant amount of growth and the business needs and the impact to the health and well-being of Washingtonians has changed throughout the pandemic. As a result, there are changes in the reporting structure, primary focus and scope of work for this exempt class.

Prior to the pandemic this exempt classification was responsible for the development of the state's public health systems and designing and implementing initiatives that result in achievement of long-range public health goals for both local and state agencies.

Since the pandemic along with the growth of the agency and changes in business needs, the primary responsibilities for the Chief, Center for Facilities, Risk and Adjudication – DOH has changed significantly. The Chief, Center for Facilities, Risk and Adjudication – DOH plays a key leadership role in agency enterprise services. The position provides expert advice on risk mitigation for the agency and reviews designated agency operations and is responsible for managing risk and developing and implementing a system of risk mitigation and control.

State Human Resources reviewed the update position description dated August 19, 2022, and evaluated the work, which remains in the EMS Band IV level with a JVAC of D4X-976 and supports the agency's request for a substantial scope change for this exempt class, B8333 Chief, Center for Facilities, Risk and Adjudication - DOH.

There is no fiscal impact associated with this request.

This information is entered into Human Resources Management System and CC Jobs.	
Director's Meeting Date 2/9/2023	Effective Date 2/10/2023
Management Type Management	Date of Exempt Position Description on File 8/19/2022
EEOC Code 41 Officials & Administrators	Current Number of Approved Position(s) 1
Workforce Indicator 80148586 At-Will	Total Number of Approved Position(s) 1

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Item 22	
Agency Consolidated Technology Services	Analyst Shelby Sheldon
Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Abolishment <input checked="" type="checkbox"/> Establishment <input type="checkbox"/> Exemption Change <input type="checkbox"/> Substantial Scope Change	
Administrative Action(s) resulting from Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Adding Position(s) <input type="checkbox"/> Band Change <input type="checkbox"/> Minor Scope Change <input type="checkbox"/> Remove Position(s) <input type="checkbox"/> Salary Exception <input type="checkbox"/> Title Change	
Current Code/Title N/A	Current EMS Band/Rate N/A
Proposed Code/Title B9537 Enterprise Application Development Expert - CTS	Proposed EMS Band/Rate EMS Band II (\$64,356 - \$118,116)
Current RCW Exemption number and description N/A	Proposed RCW Exemption number and description 41.06.070(1)(aa): "...Officers and employees of the consolidated technology services agency created in RCW 43.105.006 that perform the following functions or duties: System integration; data center engineering and management; network systems engineering and management; information technology contracting; information technology customer relations management; and network and systems security."

Scope

Positions associated with this exempt class serve at the highest-technical level, responsible for the application development of statewide enterprise infrastructure including developing, building, testing and deploying specialized tools to support CTS's mission critical services. Provides consulting in specialized system design reviews for high risk, high impact application integration into the statewide infrastructure for state and local government customer agencies. This exempt class works closely with state and local business managers, security professionals and diverse technical disciplines to integrate complex web applications, computing and security infrastructure within WaTech.

Section B: Exempt Compensation

Positions in this listing are under the State Human Resources Director for the setting of salaries and fringe benefits, but are otherwise exempt from civil service.

Explanation

Consolidated Technology Services is requesting to establish an exempt class titled Enterprise Application Development Expert – CTS under the provisions of RCW 41.06.070(1)(aa), that would accurately describe the role of their expert level Application Development positions. This is due to the restructuring of the agency's EMS Band II jobs to align their staff with the specific job family in which they perform their duties.

CTS submitted an FIS for 2 positions and OFM budget approved, stating the agency can absorb the costs associated with this request.

This information is entered into Human Resources Management System and CC Jobs.	
Director's Meeting Date 2/9/2023	Effective Date 2/10/2023
Management Type Consultant	Date of Exempt Position Description on File 9/15/2022
EEOC Code 42 Professionals	Current Number of Approved Position(s) N/A
Workforce Indicator 80148586 At-Will	Total Number of Approved Position(s) 2

Section C: Classification

Item 23	
Agency/HE Institution Office of Financial Management	Analyst David Kelley
Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Abolishment <input type="checkbox"/> Establishment <input checked="" type="checkbox"/> Revision <input type="checkbox"/> Salary Adjustment	If Revision(s) - select all that apply <input type="checkbox"/> Title Change <input checked="" type="checkbox"/> Class Series Concept <input checked="" type="checkbox"/> Definition <input type="checkbox"/> Distinguishing Characteristics
Current Class Code/Title 390F LCB Enforcement Officer 1	Current Salary Range/Rate 53 (\$4,425-\$5,960)
Proposed Class Code/Title N/A	Proposed Salary Range/Rate N/A

Class Series Concept

Within the Liquor and Cannabis Board, positions in this series exercise discretionary authority in the enforcement of criminal and administrative law; initiates investigations of violations to state liquor, ~~marijuana~~ cannabis, and tobacco related laws and regulations; arrests violators, execute warrants, files administrative and criminal charges; serves subpoenas and other legal documents; coordinates and work with local State and Federal law enforcement agencies and supervise investigators on undercover assignments; conducts investigations of suspected illegal activities in liquor, ~~marijuana~~ cannabis and tobacco licensed locations. Duties related to "~~marijuana~~ cannabis" throughout this series are those resulting from the passage of Initiative 502.

Definition

In a training capacity and under close supervision, enforces state liquor, ~~marijuana~~ cannabis and tobacco laws by conducting investigations, financial audits, on-premises inspections, and citing and arresting violators; and provides education.

Explanation

Pursuant to a language change as a result of implementation of RCW 34.05.353 to replace every occurrence of the term "marijuana" with "cannabis" in rule throughout Title 314 WAC.

This information is entered into Human Resources Management System and CC Jobs.	
Director's Meeting Date 2/9/2023	Effective Date 2/10/2023
Management Type N/A	Workforce Indicator 80148588 Classified WA General Service
EEOC Code 44 Protective Service Workers	Number of Position(s) Affected N/A

Section C: Classification

Item 24	
Agency/HE Institution Office of Financial Management	Analyst David Kelley
Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Abolishment <input type="checkbox"/> Establishment <input checked="" type="checkbox"/> Revision <input type="checkbox"/> Salary Adjustment	If Revision(s) - select all that apply <input type="checkbox"/> Title Change <input type="checkbox"/> Class Series Concept <input checked="" type="checkbox"/> Definition <input type="checkbox"/> Distinguishing Characteristics
Current Class Code/Title 390G LCB Enforcement Officer 2	Current Salary Range/Rate 56 (\$4,777-\$6,419)
Proposed Class Code/Title N/A	Proposed Salary Range/Rate N/A

Definition

Within the Liquor and Cannabis Board, independently, or as part of a specialized team, enforces state liquor, ~~marijuana~~ cannabis and tobacco laws by conducting investigations, financial audits, on-premises inspections, and citing and arresting violators; and provides education.

Explanation

Pursuant to a language change as a result of implementation of RCW 34.05.353 to replace every occurrence of the term "marijuana" with "cannabis" in rule throughout Title 314 WAC.

This information is entered into Human Resources Management System and CC Jobs.	
Director's Meeting Date 2/9/2023	Effective Date 2/10/2023
Management Type N/A	Workforce Indicator 80148588 Classified WA General Service
EEOC Code 44 Protective Service Workers	Number of Position(s) Affected N/A

Section C: Classification

Item 25	
Agency/HE Institution Office of Financial Management	Analyst David Kelley
Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Abolishment <input type="checkbox"/> Establishment <input checked="" type="checkbox"/> Revision <input type="checkbox"/> Salary Adjustment	If Revision(s) - select all that apply <input type="checkbox"/> Title Change <input checked="" type="checkbox"/> Class Series Concept <input checked="" type="checkbox"/> Definition <input type="checkbox"/> Distinguishing Characteristics
Current Class Code/Title 390H LCB Enforcement Officer 3	Current Salary Range/Rate 59 (\$5,136-\$6,908)
Proposed Class Code/Title N/A	Proposed Salary Range/Rate N/A

Class Series Concept

Within the Liquor and Cannabis Board, positions in this series exercise discretionary authority in the enforcement of criminal and administrative law; initiates investigations of violations to state liquor, ~~marijuana~~ cannabis, and tobacco related laws and regulations; arrests violators, execute warrants, files administrative and criminal charges; serves subpoenas and other legal documents; coordinates and work with local State and Federal law enforcement agencies and supervise investigators on undercover assignments; conducts investigations of suspected illegal activities in liquor, ~~marijuana~~ cannabis and tobacco licensed locations. Duties related to "~~marijuana~~ cannabis" throughout this series are those resulting from the passage of Initiative 502.

Definition

Within the Liquor and Cannabis Board, serves as a Field Training Officer (FTO); trains new employees through the Field Training Officer (FTO) Program and is responsible for training other division officers in selected topics as identified by division command.

Independently, or as part of a specialized team, enforces state liquor, ~~marijuana~~ cannabis and tobacco laws by conducting investigations, financial audits, on premise inspections, citing and arresting violators; and provides education.

Explanation

Pursuant to a language change as a result of implementation of RCW 34.05.353 to replace every occurrence of the term "marijuana" with "cannabis" in rule throughout Title 314 WAC.

This information is entered into Human Resources Management System and CC Jobs.	
Director's Meeting Date 2/9/2023	Effective Date 2/10/2023
Management Type N/A	Workforce Indicator 80148588 Classified WA General Service
EEOC Code 44 Protective Service Workers	Number of Position(s) Affected N/A

Section C: Classification

Item 26	
Agency/HE Institution Office of Financial Management	Analyst David Kelley
Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Abolishment <input type="checkbox"/> Establishment <input checked="" type="checkbox"/> Revision <input type="checkbox"/> Salary Adjustment	If Revision(s) - select all that apply <input type="checkbox"/> Title Change <input type="checkbox"/> Class Series Concept <input checked="" type="checkbox"/> Definition <input type="checkbox"/> Distinguishing Characteristics
Current Class Code/Title 390I LCB Enforcement Officer 4	Current Salary Range/Rate 61 (\$5,399-\$7,262)
Proposed Class Code/Title N/A	Proposed Salary Range/Rate N/A

Definition

Within the Liquor and Cannabis Board, functions as a first-line supervisor for a team of LCB Enforcement Officers that enforces state liquor, ~~marijuana~~ cannabis and tobacco laws, by conducting investigations, financial audits, on premise inspections, citing and arresting violators; and provides education.

OR;

As the training officer, administer and supervise the Enforcement and Education Divisions Training and Field Training Officer Program; supervises officers while assigned to the Criminal Justice Training Center Basic Law Enforcement Academy; work with first line supervisors to assign, schedule, evaluate and conduct performance management of staff who have assigned training duties.

Explanation

Pursuant to a language change as a result of implementation of RCW 34.05.353 to replace every occurrence of the term "marijuana" with "cannabis" in rule throughout Title 314 WAC.

This information is entered into Human Resources Management System and CC Jobs.	
Director's Meeting Date 2/9/2023	Effective Date 2/10/2023
Management Type N/A	Workforce Indicator 80148588 Classified WA General Service
EEOC Code 44 Protective Service Workers	Number of Position(s) Affected N/A

Section C: Classification

Item 27	
Agency/HE Institution Office of Financial Management	Analyst David Kelley
Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Abolishment <input type="checkbox"/> Establishment <input checked="" type="checkbox"/> Revision <input type="checkbox"/> Salary Adjustment	If Revision(s) - select all that apply <input type="checkbox"/> Title Change <input type="checkbox"/> Class Series Concept <input checked="" type="checkbox"/> Definition <input type="checkbox"/> Distinguishing Characteristics
Current Class Code/Title 458M Licensing Specialist	Current Salary Range/Rate 42 (\$3,401-\$4,541)
Proposed Class Code/Title N/A	Proposed Salary Range/Rate N/A

Definition

Independently examines applications submitted for licensure as a liquor reseller or distributor; ~~marijuana~~ cannabis producer, processor, or retailer; and/or a gambling facility, manufacturer, distributor and service supplier or for an individual working in a gambling activity. Ensures that established criteria and regulations are met so that licenses and permits are issued to qualified businesses and individuals. Makes recommendations on and/or issues a variety of licenses including Class III Gaming certifications for employees in tribal casinos, interim licenses and 60-day temporary licenses.

Explanation

Pursuant to a language change as a result of implementation of RCW 34.05.353 to replace every occurrence of the term "marijuana" with "cannabis" in rule throughout Title 314 WAC.

This information is entered into Human Resources Management System and CC Jobs.	
Director's Meeting Date 2/9/2023	Effective Date 2/10/2023
Management Type N/A	Workforce Indicator 80148588 Classified WA General Service
EEOC Code 45 Paraprofessionals	Number of Position(s) Affected N/A

Section C: Classification

Item 28	
Agency/HE Institution Office of Financial Management	Analyst David Kelley
Director's Meeting Action(s) - select all that apply <input type="checkbox"/> Abolishment <input type="checkbox"/> Establishment <input checked="" type="checkbox"/> Revision <input type="checkbox"/> Salary Adjustment	If Revision(s) - select all that apply <input type="checkbox"/> Title Change <input type="checkbox"/> Class Series Concept <input checked="" type="checkbox"/> Definition <input type="checkbox"/> Distinguishing Characteristics
Current Class Code/Title 458O Licensing Specialist Supervisor	Current Salary Range/Rate 48 (\$3,915-\$5,268)
Proposed Class Code/Title N/A	Proposed Salary Range/Rate N/A

Definition

Supervises, plans, directs and coordinates the functions of a unit or team of liquor, cannabis and/or gambling license specialists in order to ensure established criteria and regulations are met so that licenses and permits are issued to qualified businesses and individuals.

Reviews, approves and disapproves selected license transactions for issuance of new, renewal and change licenses and recommends approval/denial of other license types; examines non-standard and unusual license applications and accompanying legal documents referred by staff and depending on complexity of the transaction or nature of the issue, completes the process or provides specific or general instructions to assigned staff.

Explanation

Pursuant to a language change as a result of implementation of RCW 34.05.353 to replace every occurrence of the term "marijuana" with "cannabis" in rule throughout Title 314 WAC.

This information is entered into Human Resources Management System and CC Jobs.	
Director's Meeting Date 2/9/2023	Effective Date 2/10/2023
Management Type N/A	Workforce Indicator 80148588 Classified WA General Service
EEOC Code 44 Protective Service Workers	Number of Position(s) Affected N/A

Section D: Compensation

There are no compensation items for this meeting.

Section E: Rule Amendments

No rule amendments for this meeting.